



APPLICATION Template

DIRECTIONS:

This application must be completed entirely to be considered eligible. GEO STRONGLY encourages applicants to provide in-depth answers to questions below. Short, inadequate or weakly answered sections will not be highly scored. Only information presented on this application template and the required attachments will be considered.

If you are applying for multiple sites, you will be required to fill out this application and all attachments for each site.

This document may be manipulated to increase space for answers, but must contain all original questions. A ten (10) page limit is held. GEO reserves to not review any information written after the limit is reached.

Applicant Information

Name of Company, NPO or local governmental agency applying for funding and address:

Date: _____ Contact Name: _____

Title: _____

Contact Office Phone #: _____ Contact Cell Phone #: _____

Contact Fax #: _____ Contact E-mail: _____

Name of project development company: _____

Name of person with project developer for the project: _____

Phone Number: _____ Email: _____

Project Site Information:

Is this project located in the City of Rifle or immediately located near city limits:

☐ yes ☐ No

(Please note: if yes- use the attachment BUDGET SHEET-PROJECTS LOCATED IN/AROUND RIFLE. If no, use the attachment BUDGET SHEET-ARRA FUNDED PROEJCTS)

Proposed Pump/Tank Address (street, city, county, zip code):

Proposed Tank and Pump Configuration (check all that apply):

☐ Below Ground Equipment ☐ Above Ground Equipment



Is the location of the CNG infrastructure going to require the removal of any existing storage tanks (please note: any installation, extraction, and conversion of underground storage tanks will be looked at on a site-specific basis for their environmental impact.) :

☐ yes ☐ No

If yes, please provide a clear description of the age of the tank, the extraction methods, how the fuel and tank will be disposed of and your efforts to mitigate any fuel release or environmental impact :

Other Alternative Fuels included in this project (check all that apply):

☐ E85 ☐ Biodiesel (Include Percentage: _____)

Alternative Fuels included already located at the station (check all that apply):

☐ E85 ☐ Biodiesel (Include Percentage: _____)

Please identify the volume of fuel sold at the facility in 2009:

Fuel Type	Average Gallon Sold/Utilized per Month	Estimated or Actual Are you #s actual or estimated
Unleaded Petroleum		
Diesel		

LOCAL GOVT/NON PROFIT OR CENTRAL FLEET FUELING ONLY:

Please identify the volume of fuel distributed at the facility in 2009

Vehicle Type	Number of Vehicles Currently in Fleet	Number of New Vehicle Purchases in 2010
Regular Petroleum		
Diesel		

Please describe how you will procure the CNG for your project, including any contracts that have been signed or currently being negotiated.

Please list the permits received for the project or the status of the permits in process.

Project Description

Please describe the project in-depth. Include why this project is important and how it will serve the mission of the GEO, describe the layout of the location, type of new equipment to be purchased and other information that is important to consider with your application:



Who are the internal and external champions of this project (station owners, fuel providers, municipalities, city managers, fleets, etc) and describe who will directly benefit from this project and how?

How will the new fuel be marketed? What type of long-term marketing plan is in place?

If the project is for a local government, please describe what policies and/or procedures are currently established to support the success of this project (i.e volume usage mandates, outreach and training).

Please describe the commitment from local, surrounding fleets to purchase the fuel. Describe any commitments to convert or purchase CNG vehicles from local fleets (public or provide) and their policies or procurement schedules that will support the project.

Project Leadership

Describe the project staff responsibilities and qualifications. Biographical sketch of the staff and/or development team to include a brief resume/summary of qualifications and previous accomplishments (for similar projects) for project manager(s).

Describe the internal resources available by project team or partners, including facilities, manufacturing capabilities, major equipment and other technical aspects, permits, and administrative resources that will be required for the project.

Budget Information Narrative

Please complete the CNG Application Template Attachment. In this section complete a succinct budget narrative. The narrative must describe how the budget costs are determined (estimated or bidded) and how they relate to the project. Indicate any other funding sources that will be used for this project and describe any plans to attract additional funding. If not included elsewhere in the application, describe all additional funds received to date, whether from public or private sources, including all applications for funding pending with other entities. If funding is not yet secured or awarded from any source, please indicate that clearly.



Project Tasks and Milestones

Project Tasks

A list of project tasks that must be completed in order for the project to be completed must be submitted. These tasks will directly feed into the milestone progress and will be included in the contract. Tasks should identify core areas of work, lead and the amount of time to complete. Please describe how you will ensure that all required permits and review (STATE, LOCAL and NEPA) will be complete by the established timelines. A chart (Gantt or similar) should be used to describe timeframes for the project's tasks. Please insert here:

Project Milestones

Include a schedule of project milestones that demonstrate a project start date until the end of the project. Identify what issues/conditions still need to be resolved before the project can begin and what barriers might be foreseeable. The milestones should reflect major events in the life of the project and should help determine progress to success. These milestones will also be points as which funding reimbursements might be requested. These milestones should be included on the timeframe chart, marked accordingly with the tasks.

PROJECT IMPACTS

Attachment A includes information on energy savings, energy baseline information and jobs created. Explain how these numbers were derived providing supporting information if appropriate. If sections in Attachment A are left blank, provide an explanation.

End of Application Information



SIGNATURE SECTION

National Environmental Policy Act

As an applicant to this Request for Application, I understand that the I shall produce (with support from my project team if necessary) and submit to the Governor's Energy Office (GEO) the required information included in the Department of Energy's National Environmental Policy Assessment (NEPA) Implementing Procedures. The NEPA shall be submitted in draft form for GEO's review not later than two weeks after the signing of the purchase order, with the final version due within two weeks thereafter. I understand that I assume all costs for the NEPA and am responsible for its completion. Construction may not begin, and funding will not be released, until the NEPA is completed and returned to GEO.

Signature of Applicant _____ Date: _____

Printed Name of Applicant _____